

**ALLEN CHRISTIAN SCHOOL CONTRACT
REGISTRATION AND PAYMENT INFORMATION
3K & PK4 EXTENDED DAY PROGRAM - SCHOOL YEAR 2022-2023**

Allen Christian School Business Office
114-32 Floyd Flake Boulevard
Jamaica, New York 11434
(718) 657-2500 Ext. 3300

The Greater Allen AME Cathedral - Business Office
110-31 Floyd Flake Boulevard
Jamaica, New York 11433
(718) 206-4600 Ext 3025

The **Birth-to-five program** is funded by the Department of Education (DOE) and is free for all 3K and PK4 students. PKA program hours are 8:00 a.m. - 2:20 p.m., Monday through Friday.

The **Extended Day program** is **not** funded by the DOE and parents are required to pay for early arrival and late pickup. Same day payments are expected.

1. **Early arrival:** 7:00 a.m. – 7:50 a.m. Cost is \$5.00/day or \$20/week
2. **Late pickup:** 2:20 p.m. – 6:00 p.m. Cost is \$20.00/day

Parents may choose to enter a full year contract with the school for the Extended Day program, which covers both a.m. and p.m. hours. The cost of a full year contract is \$1,700 per child (negotiated discounts for multiple children) or \$170 per month, with monthly payments commencing in September and ending in June.

LATE PAYMENT PENALTY:

Installment payments are due on the first business day of every month, with the first payment due in September. A grace period of five (5) business days is extended before late fees of \$40 are assessed monthly.

RETURNED CHECK POLICY:

The charge for each returned check is \$40 (subject to change). Upon one returned check for the academic school year, payments are thereafter required to be made using cash, money order, certified check, or credit card; MasterCard, Visa, Discover, and American Express are accepted by the school.

BIRTH-TO-FIVE EXTENDED DAY CONTRACT

Child 1: Name _____

Child 2: Name _____

Child 4: Name _____

Child 4: Name _____

This is to certify that I am/we are the legal Guardian(s) for the above-named child/children registered in the Extended Day program for the 2022-2023 school year. I/we understand that this is a legal binding contract and that the payments must be made as stipulated above. The total yearly fee is \$ _____ with a monthly payment of \$ _____.

Parent/Guardian Name (Print)

Parent/Guardian Name (Print)

Street Address

Street Address

City State/Zip

City State/Zip

Telephone No.

Telephone No.

Signature

Date

Signature

Date